



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

April 28, 2015

Patricia McLain
1701 Fremont
Marshalltown, IA 50158

Dear Child Care Provider,

This letter is in regards to the April 14, 2015 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

On the side of the house next to the drive way there are numerous bottles of (car fluids) windshield washer, transmission fluid, anti-freeze, etc.

I informed provider that bottles would need to be removed prior to the children going outside.

In the bathroom that child care children use – numerous cleaning items in lower cabinets, as well as bottles of washing detergent on the floor by washer/dryer. Provider informed this worker that she had been washing clothes that day and that is why those bottles were out as well as, the piles of clothes located in the living room/dining area and child care room.

Informed provider that lower cabinets would need to have child-proof locks installed or she would need to move all toxic items to upper cabinets and out of the reach of children.

There was limited space for the children to get around in the living room, kitchen, dining area and play room due to the extreme amount of clutter, clean laundry and other items throughout the rooms, as well as, the 2 large dogs that were in and out of the rooms.

***There were numerous food items, and various other items in doorway in the kitchen leading to basement stairs, as well as, items on the stairs.*

Explained to provider that even though this area is not a child care area, it hampers the children's ability to safely get to the basement for tornado drills or if they had to actually go there for a tornado.

Informed provider will need to move the extreme clutter in all areas.

☐ 110.5(1)k Fire and tornado drills are practiced monthly and documentation kept.

No documentation of any practice drills for 2015, and as provider was looking for 2014 documentation she was filling in the form. Need to remove extreme clutter so that children are able to safely practice drills and document.

☐ 110.5(1)n Each smoke detector is tested monthly, and a record is kept for inspection purposes.

Had no documentation for 2015, and had difficulty locating 2014 and was completing it for 2014 while she was looking for 2015.

Informed provider she needs to test monthly and document.

☐ 110.5(1)q All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites.

- ***Need documentation of exam and immunization for both dogs that were in the home. Provider indicates that one dog comes with her granddaughter when she comes and then later indicated she was watching the dog while owner was out of state.***

☐ 110.5(2) A provider file is maintained and contains:

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every three years.

Missing this information for William, will need to provide, has current physical form.

You reported that you have had 2 foreign exchange students since August 2014.

Please contact Child Care Registration at 1-866-448-4605 to report/request any changes you want or need in an assistant.

At time of visit, provider indicated she has no assistant, husband helps out and has contact with kids helps with feeding if he's there, etc. States he is retiring in June and will look at adding him when she does her new registration.

KT shows her assistant as L.N., states she used him last summer and no longer uses him. She provided no assistant documentation.

☐ 110.5(8) Children's Files

☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.

Missing in 1 child's file - See Attachment #1 for name

☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

Missing in 1 child's file - See Attachment #1 for name

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

Missing in 1 child's file - See Attachment #1 for name

☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

Missing in 5 children's files – See Attachment #1 for names

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

Missing in 2 children's files – See Attachment #1 for names

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Missing in 4 children's files – See Attachment #1 for names

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration.

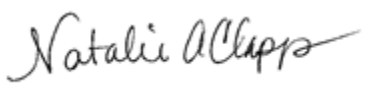
Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.

☒ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

Please do not hesitate to contact me at DHS at 319-292-2360 if you have any questions regarding this letter.

Sincerely,

Patricia Smart
Social Worker II



Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 641-650-1532.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://dhs.iowa.gov/sites/default/files/CC_Professional_Development.pdf and you can sign up for training at <http://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).